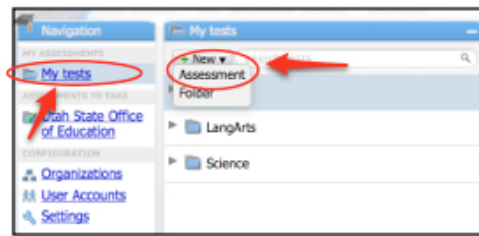


## CREATE AN ASSESSMENT FROM POOL ITEMS

After signing into your UTIPS account, select **My Tests** in the **ASSESSMENTS** section of Navigation panel.

- Select **New**
- Choose **Assessment**



A new pane opens entitled **New assessment**

Fill in the information and settings you want:

- Name of the assessment
- Date availability of assessment
- Feedback for students
  - \* Immediate feedback
  - \* Allow students to re-answer a missed item for partial credit
- How many items to show at a time
- Scoring options

When you are finished with test settings, select **Save**.

•After saving your assessment, the assessment pane is renamed.

•In this example, the assessment is named Solar System.

Next, select **Add items from item pool**. (as shown by big red arrow)

## CREATE AN ASSESSMENT FROM POOL ITEMS

A new pane entitled **Blueprint for “Test Name”** appears. In this example, it is entitled **“Blueprint for “Solar System”**.

### Select:

- Subject
- Grade
- Standards
- Item Pool

The screenshot shows a window titled "Blueprint for 'Solar system'". It contains four dropdown menus: "Subject:" (Choose one...), "Grade:" (Choose one...), "Standards:" (Choose one...), and "Item Pool:" (USOE). Below these is a "Test Size:" section with a button "Add items from item pool". Red arrows point to each of the four dropdown menus.

Upon selecting **Grade**, a section will appear on the bottom of the **Blueprint pane**.

This section is populated with the corresponding Standards/Objectives for the subject and grade level you chose.

Select items from **Test Size** to add from the available options:

- Full blueprint
- Half blueprint
- Custom

In the example, the teacher entered 20 in the box next to Standard 3 to create an assessment of 20 items from Standard 3 only.

Next select **Add items from the item pool**. (shown by big red arrow). The blueprint pane will close.

The screenshot shows the "Blueprint for 'Solar System'" window. The "Subject:" dropdown is set to "Science", "Grade:" to "6th", and "Standards:" to "Sixth Grade Science". The "Item Pool:" dropdown is set to "USOE". The "Test Size:" section has three radio buttons: "Full blueprint (75 items)", "Half blueprint (38 items)", and "Custom 20 out of 1391 items" (which is selected). Below this is a button "Add items from item pool". A large red arrow points to this button. Below the button is a list of standards and objectives for "Sixth Grade Science". Each standard has a dropdown menu for the number of items to include. Standard 3 is selected, and its dropdown menu shows "20" selected. A red arrow points to the "20" in the dropdown menu for Standard 3. The list of standards and objectives is as follows:

Standard	Items	Description
Standard 1	0 of 169	Students will understand that the appearance of the moon changes
• Objective 1	0 of 82	Explain patterns of changes in the appearance of the moon as it c
• Objective 2	0 of 86	Demonstrate how the relative positions of Earth, the moon, and t
Standard 2	0 of 180	Students will understand how Earth's tilt on its axis changes the ler
• Objective 1	0 of 65	Describe the relationship between the tilt of Earth's axis and its y
• Objective 2	0 of 115	Explain how the relationship between the tilt of Earth's axis and
Standard 3	20 of 298	Students will understand the relationship and attributes of objects i
• Objective 1	7 of 91	Describe and compare the components of the solar system.
• Objective 2	6 of 114	Describe the use of technology to observe objects in the solar sy
• Objective 3	7 of 76	Describe the forces that keep objects in orbit in the solar system.
Standard 4	0 of 171	Students will understand the scale of size, distance between objects
• Objective 1	0 of 89	Compare the size and distance of objects within systems in the u
• Objective 2	0 of 82	Describe the appearance and apparent motion of groups of stars
Standard 5	0 of 261	Students will understand that microorganisms range from simple to
• Objective 1	0 of 75	Observe and summarize information about microorganisms.
• Objective 2	0 of 89	Demonstrate the skills needed to plan and conduct an experim
• Objective 3	0 of 97	Identify positive and negative effects of microorganisms and how
Standard 6	0 of 312	Students will understand properties and behavior of heat, light, and
• Objective 1	0 of 105	Investigate the movement of heat between objects by conduction
• Objective 2	0 of 119	Describe how light can be produced, reflected, refracted, and se
• Objective 3	0 of 88	Describe the production of sound in terms of vibration of objects

## CREATE AN ASSESSMENT FROM POOL ITEMS

In the assessment window, select **Items**.

**Solar system**

Save

Overview

**Items**

Participants

Sharing

Results List

Score Distribution

Item Report

Standards Mastery

assessment id 25203  
59 items  
0 results

Provide a name for the new test, and optionally, dates of availability.

Name: Solar system

The following sets the availability dates. "After" specifies the start date and "Through" specifies the end date.

Available: After: Never

Item Pool: Add items from item pool

Feedback: ☐ Show immediate feedback  
☐ Allow students to re-answer a missed item for partial credit

Show Items: ☒ Show items one at a time  
☐ Show all items at once  
☒ Allow students to choose  
☐ Randomize items

Scoring: ☒ Show score upon completion  
☒ Show raw score (points out of possible)  
☒ Show percentage score  
☐ Use a grade scale: Choose one...

The assessment opens to a list of the items.

To the right of the items is a corresponding list of **Standards** and **Objectives**. If the Standards and Objectives are not visible, you will need to enlarge the window.

**Solar system**

Save

+ New

Overview

**Items**

Participants

Sharing

Results List

Score Distribution

Item Report

Standards Mastery

assessment id 25203  
59 items  
0 results

1. Jupiter is the 8th planet from the sun.  
a. True  
b. False

2. In which of the following categories is the sun generally classified?  
a. stars  
b. planets  
c. comets  
d. moons

3. Scale Diameter of Planets

Mercury	Venus	Earth	Mars	Jupiter	Saturn
0.8 cm	2.0 cm	2.1 cm	1.1 cm	23.5 cm	19.8 cm

Based upon the scale chart of planet size, how many cm less is Earth than  
a. 21.4 cm  
b. 17.7 cm  
c. 6.3 cm  
d. 2.4 cm

multiple choice, single response item, id 9244  
Possible: 1  
SC-6:3:1  
ILO 586:3

multiple choice, single response item, id 9363  
Possible: 1  
SC-6:3:2  
ILO 586:3

multiple choice, single response item, id 99417  
Possible: 1  
SC-6:3:2  
ILO 586:5

## CREATE AN ASSESSMENT FROM POOL ITEMS

In the **Items** window, you may edit the assessment or edit individual items using any of the following options:

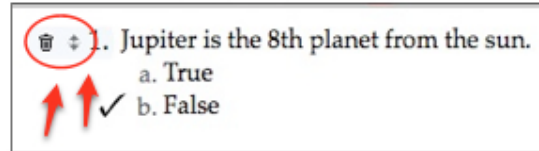
### Edit assessment:

- Re-order the items
- Delete items
- Enter points possible for an item

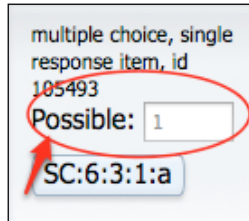
### Edit look of an item:

- Change text color
- Change text background color
- Use editing tools
- Add a link to an item
- Add subscript and or superscript
- Edit using HTML

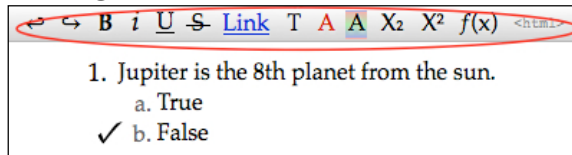
### Delete or Reorder Items



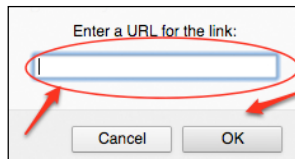
### Enter Points Possible for an Item



### Editing Tools



### Add a link to an item:



Select Save when finished.